

From: [Jamieson Karen M](#)
Subject: Correction on staff mail
Date: Thursday, February 22, 2024 12:54:13 PM
Attachments: [Work in Lieu 6438Afill.pdf](#)

This message is for staff on the Salem and Junction City campuses.

Dear OSH Team,

This email seeks to correct some information shared on Jan. 25 related to staff personal mail received at the hospital.

Staff may receive DMV mail at the hospital if they have received approval to use their work address on personal driver and vehicle records. (State law [\[ORS 802.250 \(5\)\(i\)\]](#) enables Oregon Health Authority employees whose work involves personal contact with clients or patients to request use of the agency's address instead of their home address on DMV records.)

To request use of the agency's address on DMV records, staff may complete the attached form and contact their department's HR analyst for signature before submission to the DMV. ([Find your HR analyst on OWL.](#))

Please note that receipt of all other personal mail and packages is not approved and will be returned to sender.

If you have concerns about staff mail, please contact your department's HR analyst.

Thank you,
Karen

Karen Jamieson
Chief Financial Officer/COO
Oregon State Hospital
503.572.7663
Karen.M.Jamieson@oha.oregon.gov



CONFIDENTIALITY NOTICE

This email may contain information that is privileged, confidential, or otherwise exempt from disclosure under applicable law. If you are not the addressee or it appears from the context or otherwise that you have received this email in error, please advise me immediately by reply email, keep the contents confidential, and immediately delete the message and any attachments from your system.